

**COMMITTEE ON COMMUNITY IMPROVEMENT
(FY07 Budget Deliberations)**

April 27, 2006

5:30 PM

Chairman Garrity called the meeting to order.

The Clerk called the roll.

Present: Aldermen Garrity, O'Neil, Osborne, Gatsas (late), Duval

Messrs.: E. Rheault, H. Closson, F. Thomas, R. MacKenzie, J. Bryant,
S. McNamara, P. Dalpra, S. Maranto, S. Ashooh, J. Moore,
M. Snively, C. Hungler, S. Lewry

Chairman Garrity addressed Item 3 of the agenda:

Continuing discussion relating to the proposed FY2007 CIP budget as follows:

a) Hands Across The Merrimack

Chairman Garrity stated I will remind all of the presenters that you are just here for questions. We know what your agencies are. We just have some questions from some Committee members. We are not looking to have large, lengthy presentations tonight.

Dr. Eugene Rheault stated I am a member of the Hands Across the Merrimack Board. For the last four years we have been planning and raising funds to build a bridge over the Merrimack River that will connect the West and East side in one of the most important new developing areas in the City. The development of the old abandoned railroad yard into Manchester's newest and grandest area next to the downtown will transform this area into one of the finest recreational residential and commercial lands in the City. We must think of how each part of the development effects the other. To some the bridge might be superfluous but I want to tell you that it is not. This is not a bridge to nowhere. It is a bridge to the fastest growing part of the City, the inner part of the City. In a few years you might even thank the Boston & Maine Railroad for building this bridge for us. In the residential arena the bridge will be a selling point to any prospective buyer of a new luxurious condominium now being sold in the area. Potential clients for these residences have already envisioned the recreation and health benefits of the bridge.

The Riverwalk and new bridge will enhance and add a unique feature. In the recreational arena the bridge will enhance the new baseball stadium by providing a direct link to the West Side. It will also alleviate some problems with parking that plague the new stadium. Residents will be able to walk directly to the MerchantsAuto.com Stadium without having to fight any vehicular traffic. With the opening of a new hotel, the bridge will be a great asset for the tourist business by providing a safe walking area with a great view of the Merrimack and the City. To me the most important reason for the development of the bridge will be the improvement that we will derive for the health and well being of the community. We all know how physical fitness improves health. This bridge will be at the crossroads of the walking and cycling trails now being developed all over the state of NH. We cannot miss this opportunity to develop these trails that will pay dividends in the form of better physical health for the community for many years to come. I would like to suggest to the Committee tonight to take into consideration the entire ramifications of the development of the whole area and not focus solely on the bridge.

Chairman Garrity stated I have asked them to appear before us because they are requesting additional funding and we have already funded \$1.27 million of the project in various ways. I have a concern about additional funding.

Alderman O'Neil stated although I would welcome the opportunity to ask my good friend, Helen Closson, a question this may be more appropriate for Frank Thomas.

Helen Closson responded you are going to bypass me then. You are not going to give me a chance to say anything at all?

Chairman Garrity stated this meeting is just for questions.

Ms. Closson replied I understand but this is a priority and something we have worked on as a volunteer group for almost five years.

Chairman Garrity stated I understand that but you were requested to be in front of this Committee for questions.

Ms. Closson responded we didn't know that. Forgive us if we have overstepped our bounds.

Alderman O'Neil stated Frank I am just trying to get a handle on what is needed moving forward. I have seen everything from \$3.9 to \$2.9 to \$2.3 million. Can you let us know where we are today and what is needed to complete the project? I understand some of this may be with the arch and now the arch is out, etc.

Frank Thomas, Public Works Director, stated the original estimate for the project was \$2.3 million back in 2003/2004 and of course because of all of the delays the cost of the project escalated. You are correct. The entire project estimated today with the arches and everything was \$3.9 million. Because of the cost, the consultants working through the Hands Across the Merrimack Committee took a look at reducing the scope of the work now and potentially doing the work in phases. So the arches have been eliminated from the phase they want to move forward with. That gave us a reduced estimate of \$2.94 million. That left us with what was allocated in CIP as proposed by the Mayor a funding shortfall of about \$524,000. What the Committee did was have additional conversations with CLD. What CLD is basically saying is that you could also defer the painting of the structure now and do it at a later date. So the project has dropped down from having arches to the \$2.9 million and now the Committee is proposing to defer the painting for a year or two to get the project forward with the funds that are available presently. However, keep in mind that within the next couple of years as a minimum that bridge is going to have to be painted. So the proposal would be to move forward immediately with the funds that are available making it clear to the Board of Mayor and Aldermen that there is going to be at least one more phase and that would be our future painting phase.

Alderman O'Neil asked in your professional opinion and you have been involved with hundreds of projects across the City is moving forward with the \$2.4 million that is committed now a step in the right direction.

Mr. Thomas answered to be honest with you I would like to see the \$2.9 million and the additional \$524,000 allocated. Obviously as I mentioned the painting can be deferred but it is going to have to be done within the next few years. Typically when you defer something like that there is an additional cost but there is no reason why you couldn't go forward with the monies that are available now.

Alderman O'Neil asked is the cost of the painting about \$500,000.

Mr. Thomas answered that is what CLD has estimated.

Alderman O'Neil asked and the cost of removing the arch is \$1 million.

Mr. Thomas answered basically so. That is correct. The arch and some other items that dressed up the original proposal. If you remember there were arches at either end as you are entering and exiting the bridge. Those were removed. However, the revised design would provide the ability to add those at a later date so there could be another future phase after that if funds became available or if fundraising efforts were really successful.

Alderman O'Neil asked so with the \$2.4 million upon completion people will be able to walk across it.

Mr. Thomas answered people would be able to walk across it and hopefully that would generate a lot of interest, which would assist in the fundraising effort that could potentially lead to minimizing the future impact of needing to paint the bridge for \$500,000 or \$600,000.

Alderman O'Neil stated I have one final question for Bob MacKenzie. In a summary from you there is an indication that there may be some NH DOT funds available.

Robert MacKenzie, Planning Director, responded there are NH DOT funds that are committed to this project. There is \$600,000 from NH DOT and \$260,000 of state CBFA monies.

Alderman O'Neil asked but didn't we already have that money.

Mr. MacKenzie answered yes.

Alderman O'Neil stated the way I read this it was indicating new money but maybe I read it wrong. This summary from you, are you just confirming that the \$600,000 is available?

Mr. MacKenzie responded yes. There was a question at the Board meeting the other night about the funds being lost. We did confirm with NH DOT that they are still there.

Alderman O'Neil asked so there are no new funds available.

Mr. MacKenzie answered correct.

Alderman Osborne asked can you tell me to date how the fundraising is going.

Mr. Thomas answered what has been raised as of April 17 was \$265,791.

Alderman Osborne asked is there anything in the future or anything in the works now for fundraising.

Ms. Closson answered fundraising is ongoing and there are two very good prospects and some substantial monies that we think will be coming in. We have also made a request to our delegation for some additional 221 monies. I have talked to Senator Sununu who I know is positive about the project. I have talked

to Joe Myola who also likes the idea. I haven't yet been able to talk to Congressman Bradley but I think there might be some monies there that we will receive in addition to the monies that we are still fundraising. Fundraising hasn't stopped and we have two very good prospects that we will be meeting with next week.

Alderman Osborne asked so this should all come to a head in the very near future.

Ms. Closson answered hopefully yes. We have been very acidulous in fundraising believe me. We have never stopped and we don't plan to.

Alderman Duval stated parking on the West Side will that be significant or will that be meaningful to the new ballpark.

Ms. Closson responded I did a little research and the Brinckerhoff study indicates that 1/3 of the parking for the ballpark will be available when Hands Across the Merrimack is completed. I thought that was very significant.

Alderman Duval asked so is some of the project cost going to create a parking lot sufficient enough for the cars on the West Side.

Ms. Closson answered no but I think according to this study it was a given that some sort of parking would be available once this was completed. Now I don't know how that study came to be but that was commissioned by the City and the Hillier Architect report also references Hands Across the Merrimack when it refers to the Merrimack river park system and says that we will be part of the loop.

Alderman Duval asked, Frank, the property on the West Side of Manchester where you gain access to this proposed bridge, is that owned by the City.

Mr. Thomas answered yes. There is a small parking lot on the West Side, which is part of the rails to trails system so there is a little parking there. I think some of what Helen was referring to was you will have a lot of on-street parking that people will be able to use and people in that area who want to come to the ballfield will gain access across the bridge. There aren't any plans at this stage to build any large parking lots over on that West Side.

Alderman Duval asked has there been expressed support by the owner of the ball team in favor of the project.

Ms. Closson asked Mr. Solomon.

Alderman Duval answered yes.

Ms. Closson stated I did speak with him and he asked me to e-mail him and he showed some interest.

Alderman Duval asked did he write a check.

Ms. Closson answered not yet but I am hoping he will.

Alderman Gatsas stated Mr. MacKenzie I have a great curiosity of the DOT funds. Where exactly are they coming from?

Mr. MacKenzie replied I did check...we usually go through David Priess at Southern NH Planning Commission and he checked directly with NH DOT and they indicated that the funds would be available in their FY07 for the project.

Alderman Gatsas stated let me ask the question. If they are available in FY07 does that mean they are not available in FY06?

Mr. MacKenzie responded presumably they are not available in FY06. They would be available in FY07.

Alderman Gatsas stated if they are not available in FY06 and they are on this sheet what happens if those funds...if they had not raised enough money in FY06.

Mr. MacKenzie replied the project couldn't start before FY07 anyway. She couldn't start at this point anyway because they have to finalize design and Mr. Thomas I am sure would indicate that it wouldn't start until FY07 anyway.

Alderman Gatsas asked do you have an exact spot where those funds are in DOT. Under what heading? Is it the 10-year highway plan or are they just laying in the project?

Mr. MacKenzie answered I didn't ask the state of David for that. They just confirmed that the monies were there and would be available for FY07.

Alderman Gatsas stated I will find out tomorrow.

Chairman Garrity stated as everybody probably knows I have been supportive of the project since it started but now I am being told that we are not going to paint it either. I guess my question is do you have an idea of what it is going to look like with the arches. Do you have some conceptual plans?

Ms. Closson responded it will just be a lovely bridge crossing the Merrimack. The main goal of this is to access the east and west sides of the river and I think with the lights along the way it will be quite attractive. Of course that arch could always be done later if someone wanted to come in fund that.

Dr. Rheault stated the arch is only over the entrance.

Chairman Garrity replied I understand that. So the proposed lighting would stay?

Ms. Closson stated as a matter of fact there will probably be more lighting because there would be the lights we have over the river and those would continue over the highway. With the arch we are a little bit limited in the kind of lighting we could have because the federal government has certain restrictions on it. I think it will be quite attractive actually.

Chairman Garrity stated so if we don't paint it, it is just going to be a rusted structure with a walk over it is that correct. It is going to look like it does now?

Ms. Closson replied until we can paint yes.

Chairman Garrity asked how much has been spent on the project so far.

Ms. Closson stated CLD has done some engineering on it and there were some monies allocated for that. We did spend a little bit of money for fundraising. We did get some fundraising assistance and of course we don't want to see all of those monies go back and we don't want the money to go back to the community either because there is a lot of community support.

Chairman Garrity asked how much money has been spent on the project so far Mr. Thomas.

Mr. Thomas answered approximately \$100,000 and to answer Alderman Gatsas' question those funds are transportation enhancement funds and the state knew that they were planning on going to bid this July so basically they told us those funds are available come July if we go ahead with the project.

Chairman Garrity asked is that the correct amount - \$118,665. Is that what has been spent so far?

Mr. Thomas answered not the entire amount of the design fee has been spent to date no. I don't have the exact amount.

Alderman Gatsas stated do you need DES approval for the pilings in the river.

Mr. Thomas answered there is not going to be any work done to the pilings in the river that I am aware of. I guess to answer your question there is going to be some access to the river to do some work on those existing piers and whatnot out there. I can get CLD up to answer your questions.

John Bryant, CLD Engineers, stated currently we are preparing a wetland impact plan for gaining access to the pier adjacent to the highway. It is pretty close to the river's edge so the fill will go into the river. It is for temporary fill. The contractor will need to gain access to do that to build the arch although we are removing the arch and he might need access to put all of the floor beams and timber onto the bridge from that point. So there could be access needs from that pier so we are preparing a wetland impact statement for that.

Alderman Gatsas what about that other side.

Mr. Bryant stated a crane might also be needed on the other side so the application will have an area reserved for a crane platform on the edge of the riverbank as well.

Alderman Gatsas asked how long does it take to get DES approvals within the rivers.

Mr. Bryant answered it will be about five months so we plan to have the application in very soon.

Alderman O'Neil stated Helen I know you don't want to hear this question but I need to ask it. If we say go forward with the \$2.4 million that has been committed from all parties to date and do this in phases does that...will you lose people on your Committee or will the Committee be able to still move forward and try to do what they can in raising funds on the private side?

Ms. Closson responded I don't think we will lose anyone. We have had these people on board for four and a half years. They have been very committed. They are the best group of volunteers available. Dr. Rheault has done so much and Walter Mires our treasurer has done an enormous amount of work for us. I don't envision any one leaving.

Alderman O'Neil asked so you don't see the group going away.

Ms. Closson answered no. They are just as committed as I am to this and you know how committed I am. I don't need to tell you that. You have heard me before.

Alderman Lopez stated I just want to say let's not lose the chance. If we do not go with this project this time around we all know how people move funds around they are going to take it and that will be the end of the project. Could we use the bridge today with the construction going on at Granite Street? It would be nice to walk over to the ballpark. Also on the West Side the revitalization of the neighborhood that someone is going to put millions of dollars in over there could be part of this project on the West Side so you could access the bridge and come over. Let's not lose this chance. Let's give them the \$250,000 and move forward. I am sure knowing the people sitting there once this bridge starts going there is going to be plenty of money that people are going to want to donate to be part of it, even to put a \$5,000 plaque on a light pole over there. I think it is a worthwhile project.

Alderman Gatsas stated I think with all due respect to Alderman Lopez I heard almost that same quote that people were making on the Riverwalk and we spent in excess of \$11 million down there and I don't know where it went.

Alderman Lopez replied this is not the Riverwalk.

Alderman Gatsas stated I hope not for those who vote for it.

Alderman O'Neil stated Mr. MacKenzie the Mayor recommended in the budget that is before us now \$250,000, which brings them to the \$2.4 million.

Mr. MacKenzie responded that is correct.

Ms. Closson stated thank you very much for having us.

b) Highway Department – Granite Street Widening Project
(Contract “E” – Commercial Street to Elm Street)

Chairman Garrity asked Frank while I have you there is Item b basically for informational purposes only.

Mr. Thomas answered that is correct. The purpose of my correspondence was to note that there hasn't been any money allocated in the CIP this year because we are seeking federal funds, however, it has to be a critical priority that we start that Granite Street widening or Contract “E” at approximately this time next year or at least get the go ahead to move forward in order for us to be done in the spring/early summer of 2008 to coincide with all of the other projects being done or there is going to be one heck of a mess out there.

Alderman O'Neil asked just for clarification we have approved funding up to Canal Street correct.

Mr. Thomas answered up to Commercial Street from Main to Commercial Street. That funding is committed and there are two contracts underway. The Board when they made that commitment also committed to finish off the project to do this next phase.

Alderman O'Neil asked is the next phase to Canal or to Elm.

Mr. Thomas answered the next phase would be from Commercial to Elm that is correct.

Alderman O'Neil stated I can recall that we had a discussion after it went out for bid the first time that if we were going to be short in funds again we would pull back on any commitments, I thought, from Canal to Elm. I thought we had approved enough money to go up to Canal.

Mr. Thomas replied no. We came back to the CIP Committee before we authorized the award of the two contracts that are under construction now. We noted at that time that we had enough money that was allocated by the City and through federal funds to do those two contracts, however, we made it very, very clear at that time that we were going to be short about \$5 million. The CIP Committee and then later the Board of Mayor and Aldermen authorized us to proceed with those two contracts that would get us up to Commercial Street with the understanding that there would be funding for the section from Commercial Street up to Elm Street. I believe the Mayor has that as his number one priority, however, he felt that the City should try to seek federal funds for the project and I believe that is why it hasn't been identified in this year's CIP. All that my correspondence is trying to alert the Committee and the Board on is that if by chance we don't get federal funds or we don't get 100% of what we requested there is going to be a need for an additional appropriation or an appropriation in next year's CIP. In order for us to guarantee that we are going to have something operational out there come the spring or early summer of 2008 that we all have to be aware that we need that money to move forward next year at this time.

Alderman O'Neil asked do you happen to know of the \$5 million how it will break down between Commercial and Canal and Canal to Elm.

Mr. Thomas answered I believe the section from Canal up to Elm was about \$1 million or a little over \$1 million.

Alderman O'Neil asked so the bulk of the funds are Canal to Commercial.

Mr. Thomas answered yes because that is where the railroad crossing and significant widening...as you probably remember there isn't going to be any widening per say on the section from Commercial Street to Elm Street. That is basically more of a beautification type redo - the existing pavement and sidewalks, etc.

Alderman O'Neil asked if we ran into being short on the federal fund could we put off that Canal to Elm Street if we had to.

Mr. Thomas answered yes we could.

Alderman O'Neil asked so the key part is the funding between Commercial and Canal.

Mr. Thomas answered that is correct because you are going to have seven lanes at Commercial Street going down to four lanes and you can just picture what would happen.

Alderman O'Neil stated and that is somewhere a little under \$4 million.

Mr. Thomas replied that is correct.

c) Child and Family Services

Marilyn Jennato stated I am from Child and Family Services and I ask for your support and continuation for the Childcare Coordinator position.

Chairman Garrity asked can you briefly explain the duties of the Childcare Coordinator.

Ms. Jennato answered yes. I am actually here in place of the Childcare Coordinator who is on vacation. I will explain to you that basically this position is a part-time position that we feel very privileged at Child and Family Services to have. We have been able to provide this for 17 years and the Childcare Coordinator's role is really to be a resource to parents. Parents will call and need help with what is available for childcare resources. She is able to help them buy phones and identify what is available and what is appropriate for their children. As far as also being a resource for providers, these are childcare providers in Manchester, and she is able to help them with questions they might have. We also provide training. We have done some individualized workshops at the Alphabits Learning Center. Rachel also sits on many committees as well as is a representative on some state committees so that she is able to bring back

information that is very pertinent to providers that really help them do a better job. She is able to be a resource to the providers.

Alderman O'Neil stated the Mayor has recommended \$19,000 so it appears this has been funded.

Chairman Garrity asked is one of the responsibilities for her to meet with private daycare providers on a regular basis.

Ms. Jennato answered she is really a resource to all of the providers be they home daycare providers, licensed daycare providers, etc. She is a resource to them.

Chairman Garrity asked are there monthly meetings scheduled with private daycare providers. I have been told that is what the case was in the past. I have been told that this doesn't happen anymore.

Ms. Jennato stated I wish Rachel were here but I am not sure...

Chairman Garrity interjected are part of her duties to meet with private daycare providers.

Ms. Jennato responded yes.

Chairman Garrity asked does that happen on a regular basis.

Ms. Jennato answered I believe that it does. She does meet with different providers and brings information to them. There is a Manchester Childcare Committee that she meets with on a regular basis.

Chairman Garrity asked how often does that committee meet.

Ms. Jennato answered I believe it is once a month. As I said I can't answer for certain because she is not here. I could get back to you with that.

Chairman Garrity asked could you please provide me with agendas or documentation that she is meeting on a monthly basis with private childcare providers.

Ms. Jennato answered yes I would be happy to do that. I was going to also mention that we are having a parade in May, May 12 and we have invited Alderman Gatsas to be there along with the Mayor. It is really a wonderful opportunity to celebrate the good work that the providers do. We are very supportive of that. If any of you are on Elm Street on that day feel free to come

down and watch the children and celebrate the good work that the healthcare providers do. I will get back to you with that information about the monthly meetings.

Chairman Garrity stated you can just send it to the City Clerk's Office and I will get it.

d) Serenity Place

Chairman Garrity stated apparently there was a request in and it was not funded. Could you briefly describe what you requested the funds for and things of that nature?

Skip McNamara, Serenity Place, stated Serenity Place is currently located on Manchester Street and has been there for approximately 20 years. We are in the process of moving into another facility, which is larger up on 60 Roger Street. We originally requested \$350,000 to assist us in that effort. We are at the point now where we have a purchase and sales agreement. The recommendation when we originally requested \$350,000 was because of the cutbacks and everything else that \$200,000 would be earmarked. That was taken off due to the fact that they were not aware that we were ready at this point to move ahead with this facility. We certainly are so we met with the Mayor and let him know what our situation currently is. We are in fairly good shape to move forward.

Alderman O'Neil asked can you just give us a...I know on your end it has probably been in the works for awhile but I will be honest with you until I got your letter I wasn't aware of this at all. I try to...one of the things I try to survive on is having my ear to the street so in knowing many members of your Board of Directors I was kind of surprised that this was the first time I saw it and I am guessing many of my colleagues because I think Serenity Place has been a great asset to the City of Manchester in helping out many of our citizens. Can you just tell me how long it has been in the works and have you met with City staff at all or have representatives from Serenity Place met with City staff over the past few months?

Mr. McNamara answered our Executive Director, Louis Craig is away vacationing in Florida. He has met with City staff. That is how the request came about for CIP funds. It was at that time that he explained exactly what we were doing and we thought the best thing to do would be to put together a letter as a reference and part of our presentation just to let you know exactly where we are at and what we are planning to do and give you some sort of a ballpark idea of how close we are to having a signed purchase and sales agreement on that property.

Alderman O'Neil asked if you don't receive the funding from the City does that make or break your deal.

Mr. McNamara answered no. If we do not receive the funds in the way of support from the City many of the funds that we have requested through grants typically ask and specifically ask about the City involvement.

Alderman O'Neil asked so the City involvement was to help you leverage some other funding.

Mr. McNamara answered correct.

Alderman O'Neil asked, Mr. MacKenzie, do you have any history with this.

Mr. MacKenzie answered I know that the staff...I think mostly Sam has met with Louis Craig a number of times and it was reviewed with the Mayor but at that particular point when it was prepared I don't think we understood the timing of the particular project.

Alderman O'Neil asked when you say the timing do you mean that they were going to have a purchase and sale this spring.

Mr. MacKenzie stated that they would need the money as quickly as they have indicated because it will take...I mean overall it is a \$4 million project so it is a large project that is going to take a lot of different funding sources that will have to fall into place.

Alderman Duval stated it is a very impressive Board of Directors and I know they have been very much engaged and consistently enthused about the work that is being done at Serenity Place. Just for the public's consumption what is the distinction between the Tirrell House and the Farnum Center and Serenity Place? Just briefly what are biggest distinctions?

Mr. McNamara stated maybe I can defer that question to our Clinical Director who is here with us. Could Peter come up? That is a commonly asked question.

Alderman Duval stated you don't have to go into a tremendous amount of detail but I am just curious in terms of duplication and what is out there and that we offer those with afflictions.

Peter Dalpra stated I am a Licensed Alcohol and Drug Counselor and I am the Clinical Director at Serenity Place. Serenity Place is a clinically managed residential detoxification center and it is the first stop in the recovery of an

individual who either has an alcohol or drug abuse or dependency disorder. Once a person enters Serenity Place and is stabilized and detoxed from the chemical, an assessment is made looking at what would be the next level of treatment for the client. It could be an outpatient program. It could be an intensive outpatient program or the traditional 28-day treatment program. The Farnum Center is a treatment facility that offers all three of those levels of care. Once a person completes that next level of care in some cases the need for further treatment is necessary and stabilization and early recovery techniques or halfway house settings. The Tirrell House is a male halfway house that is operated by the State of NH over on Brook Street. Really there are three levels of care that take approximately the first 120 days of the recovery process. After a person leaves the Tirrell House they may go into a democratically run sober house or they may go back home to their families or apartments. There are $\frac{3}{4}$ houses that Southern NH Services operates called the Robinson House so it is a further level down the recovery path and Serenity Place is just the first stop.

Alderman Osborne asked was there a certain percentage that was required from the City in order to get your level funding for this.

Mr. McNamara answered not that I am aware of but they do ask for the figures of City support for the project.

Alderman O'Neil stated Skip it is good to see you back in a place you spent many a night over many a year. Welcome back. One of the things I think is very important here is you are increasing the number of beds from 16 to 40 and I know over the years there have been discussions at the City level about the need. That is pretty significant in helping the citizens of our City. Do you want to just briefly speak about that?

Mr. McNamara stated if I could we have had a stable waiting list of some 50 people for an extended period of time in order for us to be able to come up with what numbers are real. Going to 40 beds with us owning the building and having room for expansion will kind of allow us to hopefully take care of the waiting list and then build as the need arises where we could not do it in the facility we are in currently.

Alderman O'Neil responded I think that is very important with this. I know that is not a new issue for you folks. That goes back many a year here in the City so I think that is very important.

Alderman Gatsas asked can you...the building that you are in now what is going to happen with that.

Mr. McNamara answered we are anticipating that that building be sold.

Alderman Gatsas asked so you are taking the proceeds from that and moving that to Roger Street.

Mr. McNamara answered yes. Currently that property is a tremendous asset to us for funding. We could put a good value on that property to help us.

Alderman Gatsas asked the Roger Street project, what is the total cost.

Mr. McNamara answered \$4.5 million.

Alderman Gatsas stated so basically what you are looking for from the City is less than 10% of the Roger Street project.

Mr. McNamara replied right.

Chairman Garrity asked Mr. MacKenzie do we have a potential funding source.

Mr. MacKenzie answered the only likely potential funding source is the Affordable Housing Trust Fund. I believe this project would qualify under those requirements. There is roughly \$600,000 left in the Affordable Housing Trust Fund but there are some current and pending projects that will be competing for that. That would be the likely source.

Chairman Garrity asked so there are funds available.

Mr. MacKenzie answered yes.

Alderman Gatsas asked what projects are competing and what projects need to be completed and for how much.

Mr. MacKenzie answered the competing ones that the Committee hasn't seen yet but one that you will see at your next meeting is the City will be applying for roughly \$2 million for a grant for lead paint abatement, which has continued to be a serious problem in the City and we are working with the Health Department on that. We do need a match in order to indicate to the federal government that we are putting in a certain amount of money so it is likely that \$200,000 or \$300,000 or maybe \$350,000 of the Affordable Housing Trust Fund would have to go into that grant. The second project that will be competing will be the affordable housing project on Karatzas Avenue. The Board may remember that the property was just in the process of being sold and that group has indicated that they would like to come to the City to see if a portion, as they did with the Old Wellington

Road project, could be funded out of the Affordable Housing Trust Fund. Again, the Committee has not seen those two other competing projects.

Alderman Gatsas asked and the projects that you said needed to be completed how much is that. You said there were some new projects coming in and some that needed to be finished.

Mr. MacKenzie answered there are none that need to be finished.

Alderman Gatsas asked so the total in that fund now is how much.

Mr. MacKenzie answered \$600,000 approximately.

Alderman Gatsas asked when does the next allotment come from the federal government.

Mr. MacKenzie answered that doesn't. We take projects that pay back mortgages and loans and put that into the Affordable Housing Trust Fund. At one point it was up to about \$3 million but the City has successfully done a number of affordable housing projects so now it is down to \$600,000.

Alderman Gatsas stated I was going to ask the Finance Department because I think they gave us a breakdown of all projects in the City. I went through them and there are a few that owe money back to the City in the very near future. Is there anyway that you folks can do a computation to see in the next six months what we will be getting so that we know that this is going to grow from \$600,000 to a number and maybe the competing projects that are coming...

Mr. MacKenzie interjected we are working on that with the Finance Department. There are actually a couple of large projects that may be coming in but there is some more work to be done on those and we will be evaluating that. One of the competing projects I mentioned won't be in until the FY08 fiscal year but I did just want to make the Committee aware of that.

Alderman Gatsas asked which one is that.

Mr. MacKenzie answered that is the Karatzas Avenue project.

Alderman O'Neil stated Bob the original request from Serenity Place was \$350,000 and then they mentioned something about \$200,000. What amount do you understand would be helpful to them?

Mr. MacKenzie responded I believe the staff had worked with Serenity Place and Louis Craig and both sides felt that \$200,000 was...

Alderman O'Neil interjected is that because we were trying to make it fit or that was the amount they needed.

Mr. MacKenzie stated well they would like to get as much money as they can I am sure but the commitment by the City is the most important part. That really leverages a lot of other programs and I think Louis Craig felt that the \$200,000 would be a commitment that would help leverage.

Alderman O'Neil asked and this is a grant correct.

Mr. MacKenzie answered this would actually be a loan. This would be a low interest loan.

Alderman O'Neil asked and Mr. McNamara you folks are okay with it as a loan.

Mr. McNamara answered yes. As a matter of fact years ago Serenity Place received some monies from CIP, I think it was somewhere around \$70,000 and we are still paying that back on a monthly basis. It is good to hear Mr. MacKenzie talk about the difference between a grant and a loan. We would love a grant but we would certainly accept the loan and the responsibilities that go with it.

Alderman O'Neil asked Bob any of the money that we put out from that particular fund is a loan and we have not done any grants out of that correct.

Mr. MacKenzie answered some have been grants but as the fund has gotten smaller we have encouraged and as the federal funds are getting smaller we have encouraged that virtually all projects be low interest loans if at all possible.

Alderman O'Neil asked so we could make this a grant, a loan or a combination.

Mr. MacKenzie answered the Board could make it a loan, a grant or a combination.

e) Manchester Area Convention & Visitors Bureau

Skip Ashooh stated I am on the Board of the Convention & Visitors Bureau and serve with the MDC when we incorporated this Bureau. I just want to talk about a couple of issues I know are flying around about the CVB. In the four years that we have existed the City has invested \$400,000 and during that period of time the CVB has gone from one employee to four. It has gone from a single office to

about 500 square feet, four offices and four workstations. Even though the City has flat funded us we have been able to grow the organization. We have had some significant success driving events for the City that have resulted in direct spending here of a significant amount in excess of \$400,000 and Marcia can speak to that in response to your questions if you wish. Being flat funded by the City has not been a hindrance because we knew this was going to be a growing organization and we are prepared to work with the \$90,000 that appears in the budget as it is now. We recognize that there are significant budget issues that exist in the City. We were funded at \$100,000. We think we can make this work and continue to grow at the \$90,000 level. I would be willing to take any questions. With me is Marcia Snively. Marcia is the Executive Director of the Convention & Visitor's Bureau. Tom Moore is a Board member and GM at the Holiday Inn.

Alderman O'Neil asked could we get a breakdown on what the \$90,000 or \$100,000 allows you to do and if you didn't get it or didn't get portions thereof what wouldn't you be able to do.

Mr. Ashooh answered well the organization at this point is not at a level where we can exist without the funding or a significant portion that is why we think the \$90,000 is at a level where we can continue to survive and continue to raise membership and find other funds. Frankly without the funding the CVB would cease to exist.

Alderman Gatsas asked when do you think you would be able to exist without the funding.

Mr. Ashooh answered in the feasibility study that we did as the MDC in checking out Convention & Visitor's Bureaus there isn't a CVB in the country that exists without some sort of public support. In some states there is a county hotel tax or something like that and in this state as you know you don't have that provision. So when we proposed to the Board of Mayor and Aldermen the creation of this organization it was with the understanding that there would be a need for some public funding at some level for an extended period of time if not for the life of the organization. The Litmus test I think for continued City funding is whether or not we are able to accomplish our mission of driving business to the City and I think we can show that and have shown it.

Alderman Gatsas stated I am looking at a report here that says that in 2007 you are looking for \$100,000, in 2008 \$125,000, in 2009 \$175,000, in 2010 \$225,000, in 2011 \$275,000 and in 2012 \$325,000. I guess you can't survive without us.

Mr. Ashooh responded I think you are looking at an organization now that has every intention of growing and continuing to expand and I think that budget has to

account for not only increases in spending but an increase in staff. We are a very, very small CVB doing a very good job. We can exist at this level with the staff we have now. We have been very successful in growing the organization and not coming to the City for more money.

Alderman Gatsas asked the \$85,000 that is under Other where do those funds come from.

Chuck Hungler answered part of it is memberships. Part is co-op advertising. Part of it is our co-op tradeshow. When Marcia goes to her tradeshow she will bring people with her that will pay for part of it. Also fundraising. This year coming up there is going to be a duck race on Memorial Day weekend. One of the disadvantages of the fundraising is that the people spend their time raising money and not getting customers to come to Manchester. We can't do both.

Alderman Gatsas asked the hotels...obviously there are hotels growing every day in the City. Is there a membership for the hotels to participate in this?

Mr. Ashooh answered yes.

Alderman Gatsas asked how much is that membership.

Mr. Hungler answered I think it is \$250 plus so much per room. In total between all of the hotels and restaurants and the people who have joined it is over \$20,000.

Alderman Gatsas asked how many rooms in the City.

Tom Moore, Holiday Inn, stated when we opened our property approximately three years ago there were 870 hotel rooms. There are over 1,700 today.

Alderman Gatsas asked so that is about \$12 per hotel room in the City as a membership for the \$20,000 that you are getting for 1,700.

Mr. Ashooh answered not all of the hotels are members.

Alderman Gatsas stated I am using a calculation saying if they all were that that calculation is about \$12 per hotel room in the City per year. I think if you asked any other convention bureau in the country what they are getting per hotel room I think it would be far greater than \$12 per and I have to believe that you help the activity at these hotels immensely.

Mr. Ashooh responded sometimes the revenue from the hotel doesn't come just from membership. As organizations come to this City we are able to organization

rebates and things like that that also fund CVB's. We are trying to find the least onerous way to drive membership while at the same time participate in some kind of funding so that the CVB can raise its own funds.

Alderman Gatsas stated if I do the same math for the City, the City is paying about \$59 per hotel room.

Mr. Ashooh replied you can take all of those numbers and put them up against the revenues generated and direct spending in this area, which I think up to December 31 was about \$1.7 million and events booked represents about \$3 million in revenue or direct spending in the City.

Alderman Gatsas stated that is exactly where I am going. I am saying to you that the businesses that should be participating in this convention center aren't.

Mr. Ashooh responded they are but before you can drive pricing you have to have performance. We are now at the level where we are getting performance and we had a discussion this afternoon about raising our membership rates. I think we had to prove ourselves both to the City and to the industry that there is a need for us to exist.

Alderman O'Neil stated I have a couple of questions for Marcia. When you are out at the various shows what are you hearing from potential and I don't know if clients is the right word but people who would like to bring a convention or some type of conference to Manchester? What are you hearing are the pros coming to Manchester versus the cons? You must hear people say well we don't want to come to Manchester for this reason. Are there a couple of things that stick out either way in your mind?

Marcia Snively replied yes a couple of things. Some of the cons are space. We are limited in space.

Alderman O'Neil asked exhibition space or number of rooms.

Ms. Snively answered convention center or exhibition space. Once the Hilton Garden is up like Tom said we will have 1,850 hotel rooms. To fill those hotel rooms we need some other venues because most of them are limited service and they don't have their own meeting space. So we get a lot of requests from people who want to come here but we don't necessarily have the place to put them. There is some concern about not having four or five star quality type of facilities to put some of the groups in. That is not a huge downfall but it is a concern to some people. When I went a month ago to a show called "Discover New England", which is tour operators from the UK, France and Germany that do quite a lot of

business in our state, however, they don't do it in our City and they don't use our airport. They normally fly into Boston. They go up the coast of Maine to the Bar Harbor area across the top of NH through the White Mountains and then down through Vermont. So realizing that we are trying to come up with some strategies to help the I-93 corridor so to speak to promote our whole region – Manchester/Concord/Lakes to get that on their tour itinerary. However, there are some of those tour operators that will come through this area.

Alderman O'Neil asked are there any real pros that you hear about why to come to Manchester.

Ms. Snively answered yes it is fun. People are excited about the new ballpark. They are excited about the sporting events. They are excited about the quality of restaurants that we have and nice clean Elm Street. There are a lot of positives there. We have had three or four museums open up in the past three years so there are things to see and do.

Alderman Gatsas stated I assume with the new name change to Boston-Manchester Airport they are going to find a way to fly in here.

Ms. Snively replied yes they are.

Mr. Ashooh stated there is a group of Canadian tour operators who were going to come here...Marcia do you want to finish the story.

Ms. Snively stated we have a press group coming in in June and it is organized by the state office but each area gets to do their own thing. Unfortunately they were going to fly them into Boston and then bus them up to Manchester so I made a pretty good statement that we shouldn't do that because we are here to promote Manchester and promote the airport. I did get a phone call and I am talking with Kevin Dillon so hopefully we will make the arrangements for them to fly here and not to Boston. In that same respect when I do go to conferences that are outside of New England that is the most asked question – how far are you from Boston so I think that name change will definitely help.

Alderman O'Neil stated the Mayor recommended \$90,000 and you can make that work.

Mr. Ashooh replied I think we can leverage that \$90,000 a little more. I know I have spoken to Alderman Lopez and you Alderman O'Neil about the idea. The CVB at this point is in a position where we can drive events at City facilities and create some rental income that we think can offset some of the subsidy in some of the facilities. I know that Alderman Lopez helped us secure Gill Stadium for a

football jamboree in November. It is a significant event that is probably somewhere in the neighborhood of 15,000 people coming to the City. We think we have some game plans here that might have a broader benefit than just CVB.

Chairman Garrity stated I would like some documentation on how many customers stayed in Manchester and I am talking about the previous three years. I am looking for the past.

Ms. Snively replied I have that right here.

Chairman Garrity asked do you have copies.

Ms. Snively answered no but I can get it to you tomorrow morning.

Chairman Garrity stated if you would forward that to the Committee that would be great.

Leo Bernier, City Clerk, stated if you want to drop it off at the City Clerk's Office that would be great.

Chairman Garrity stated since it is called the Manchester Area Convention & Visitor's Bureau are there any other funding sources besides the City of Manchester. I am talking the Town of Bedford, Merrimack, Concord, Nashua, anything of that nature?

Mr. Ashooh responded we have really just become an organization that can start to look at other communities because we can drive business to them but we are the Manchester Area Convention & Visitor's Bureau and we drive business to Manchester first. The fact of the matter is the Manchester area doesn't have enough rooms for some of the events that come here so there is business that flops off to other areas. By the same token we have private organizations all over the state that have memberships here that represent outside organizations paying money to a Manchester organization. We are not promoting the White Mountains. We are promoting Manchester.

Chairman Garrity asked could we get your budget numbers. What I am looking for is where the \$100,000 goes.

Mr. Ashooh answered we have that here.

Chairman Garrity stated just get it to the Clerk's Office. How much do you folks pay for rent?

Mr. Ashooh responded the rent is a \$20,000 number that was negotiated in the first year that the CVB came into existence but it is a misnomer to characterize it as rent. The lease actually embodies everything from postage to reception services to copies to materials to work stations and phone services. It is all wrapped into that.

Chairman Garrity asked and that is \$20,000.

Mr. Ashooh answered yes. It was \$20,000 in the first year with one employee, which was Marcia. I'm sorry \$24,000. It is \$2,000 a month. It was that number in the first year of operation and it is the same number now. That fixed cost has stayed the same even though the CVB has grown by a significant amount.

Chairman Garrity stated along with your documented customers to Manchester if you could just forward to the Committee stuff you are working on for the future that would be great.

Mr. Hungler stated one thing you might want to do is look at the website, which is manchestercvb. I think it is very good.

Mr. Ashooh stated actually there is a feature on that and I think Marcia is going to be presenting updates on the CVB along with Paul Borek in his quarterly reports and I think we can arrange for a demo of that website because it is a new feature in partnership with *Yankee Magazine* which allows somebody to check the CVB website out, book a room and when they book a room we get a commission on that booking.

f) Intown Manchester

Chairman Garrity stated we are not looking for any presentations. We just want to ask a few questions.

Stephanie Lewry, Intown Manchester, stated with me is Chairman of the Board so if you have any questions he can answer. His name is Michael Harrington.

Alderman O'Neil asked can Stephanie give us a quick review because I know there are multiple programs that are funded and I believe they are all City Cash.

Ms. Lewry asked are you talking about all of my CIP funds.

Alderman O'Neil answered yes.

Ms. Lewry stated from cash I usually get an annual stipend for concerts. Occasionally I get a capital improvement...

Chairman Garrity interjected what is that amount for the concerts.

Ms. Lewry stated I always request about \$30,000. It has been reduced now to \$29,800.

Chairman Garrity asked and that is for the concerts in Veteran's Park.

Ms. Lewry answered yes and that includes putting up the pavilion and taking it down and hosting the concerts. I also get some capital improvement money on occasion. Last year I received some money. I requested \$10,000 and I only used \$8,500 to put up some lights during the Christmas season, which we called the boogie lights, which were hung on Hanover Street. It depends on the project that I am requesting and the perceived need I think by the Committee as to whether or not I get funded. Many times I ask for projects that don't get funded but I continue to ask for them so that people are aware that we continue to need repairs to items like trash cans and upgrades at parks and so forth.

Chairman Garrity stated I would like you to go through and tell us what was funded in the Mayor's budget and what it is for. That is basically why you are here.

Ms. Lewry asked for this year.

Chairman Garrity answered yes.

Ms. Lewry stated we have \$50,000 for the building improvement program. That is not out of the cash budget. This year the only thing we received funding for was a grant to continue with our boogie lights program and our concerts program.

Chairman Garrity asked what is the amount for the lights.

Ms. Lewry answered \$7,000.

Chairman Garrity stated so it is \$29,800 for the concerts and \$7,000 for the lights.

Ms. Lewry replied yes.

Alderman Gatsas asked what is the other \$25,000 for. There is \$25,000 that says upkeep and improvements to the Millyard.

Ms. Lewry answered that would be for...every year we request funding, which is called ongoing maintenance and that helps to provide herbicide treatment in the

Millyard. The money doesn't actually go to me it goes to the Parks Department but I represent the Millyard group through the landscape committee and we make the request through my organization.

Chairman Garrity asked is that for the guys who go tooling around in the green tractors.

Ms. Lewry answered no the herbicide treatment is done through the Parks Department and they contract that out.

Alderman Gatsas asked the flags that are up and down Elm Street...

Ms. Lewry interjected the street banners.

Alderman Gatsas asked yes do you people pay for those.

Ms. Lewry answered yes. Those are a project that we run. There are advertisers on all of the banners and those advertisers are the people who pay for those banners.

Alderman Gatsas asked what is the revenue from the banners.

Ms. Lewry answered we contract that whole program out. It is done by an organization that is professionally set-up for that called Community Banners Program in Rochester, NY. A typical banner will sell for about \$400.

Alderman Gatsas asked what is the revenue to Intown.

Ms. Lewry answered we have no revenue from that.

Alderman Gatsas stated let me understand this. There is a project in the City and most of the advertisers are local businesses...

Ms. Lewry interjected it is run by somebody else through my office.

Alderman Gatsas asked and we don't get anything to allow somebody to do that in this City. We don't receive any commission? There is no...how much do they make? How many advertisers do they have?

Ms. Lewry answered well if you have 100 poles and they have two banners on a pole and it is say \$700 on a pole so that is \$70,000.

Alderman Gatsas stated it would pay for boogie lights and an awful lot of other things if Intown did that project on their own. I don't know why Intown wouldn't do it because we have people who hang Christmas lights that are right next to these banners. I would think that that would have been a project that Intown would have looked at.

Ms. Lewry replied I appreciate that suggestion and after we did our...we initially signed a three year contract with a company to do that and we are coming to the end of that three year contract so I appreciate that suggestion and if you make that recommendation I will bring that to my Board.

Alderman Gatsas responded wait you need me to make that recommendation. I would think mathematically you would be making that recommendation to your Board.

Ms. Lewry stated I would need to restructure the way I run my office in order to have a salesperson out there to do that but I could do that.

Alderman Gatsas replied I would think your salesperson would be all done because they have already been sold.

Ms. Lewry stated it might very well be that we can do this and manage this whole thing ourselves. I will say that it has been...since it is simply a pass through and it is potential revenue that we are not capturing it would require that we restructure our organization a little bit in order to gear up to run that program but you are right and now that we have come to the end of our contract it is...

Alderman Gatsas interjected when does it end.

Ms. Lewry stated this is the third year of the banners – the ones that are up now is the third year that we have...

Alderman Gatsas interjected let me try it again. What is the date that your contract ends?

Ms. Lewry stated it has ended. Now that the banners are up the contract is over except for the fact that they provide maintenance to the banners probably until December.

Alderman Gatsas asked so effective in December.

Ms. Lewry answered yes and then they will be coming to me saying I would like to contract with you to provide service to your City.

Alderman Gatsas asked do those banners belong to the advertisers or to the company.

Ms. Lewry answered they belong to the advertisers.

Alderman Gatsas asked so in December 2006 you could generate \$70,000/year by just calling those advertisers and having them sign new contracts.

Ms. Lewry answered I hope I could.

Alderman Gatsas stated so you don't need another salesperson to do that. If we are looking in this budget, which starts in July I guess we probably can pull out the \$29,800 and the \$7,000 and tell you that you have the ability to do a lot of things with that \$70,000. At least you will get \$35,000 in that interim.

Ms. Lewry responded I would like to tell you that I get mixed messages. I just finished negotiating my three-year contract and the CBSD Advisory Board was very clear on what it was that they wanted me to concentrate on and that was maintenance and beautification. They did not want me to spend much time on marketing and communications so that is a third priority.

Alderman Gatsas replied not a problem. The Highway Department I am sure can make a few phone calls to all of those advertisers and we can take that revenue right here in the City. I would think that your Board of Directors, knowing that they are entrepreneurial just from the guy who is sitting right next to you because I know him, I would think they would tell you that the 15 minutes it would take to call these people to receive \$70,000 in revenue shouldn't be something you are looking to give away but I am sure the City will take it if you don't want it.

Alderman Duval stated in any event the contract is good until December, until year-end right.

Ms. Lewry responded right for maintenance.

Alderman Duval asked and the funding that you are requesting is to fund the concert series for this summer.

Ms. Lewry answered yes.

Alderman Duval stated I think Alderman Gatsas might be on to something. The churches in Manchester, Catholic churches, have their bulletin program and there are a number of different companies that do that as an income generator and I

think they give a kick back to each parish that participates in the program. The church doesn't run it anymore. They got out of that business years ago. It might be an interesting model for this type of program. You wouldn't necessarily profit 100% but you would certainly make out a lot better.

Ms. Lewry replied I would like to put some figures to it because we have actually run the numbers on it. I wasn't aware that we would be talking about the banners tonight but what they do is they pay a salesman, which we obviously if we were going to either run that as an entrepreneurial program through our own staff we could contract that and then they pay for manufacturing and installation and continuing maintenance so if there is any problem with the banners they send out the equipment to get them fixed and sometimes we do have wind incidents and so forth. So when you are saying it is \$70,000 that is a revenue. I don't know what the profit would be on that. It is not a net.

Alderman O'Neil stated they are on our poles, which I find very interesting.

Chairman Garrity stated I would like some information forwarded to the Committee regarding the concerts. I would like a break out of the cost and how many customers are going through the door or the attendance.

Ms. Lewry responded we have tried concerts in different formats over the years and because we have unpredictable weather we decided not to put all of our eggs into just a couple of baskets so what we decided to do is run a series of about five concerts. Typically one or two of them will be more expensive and then we will have less expensive concerts to balance that out. The average would be about \$5,000 per concert. Obviously some would be more than that and others would be less than that. That includes paying the performers, paying for advertising for the whole season and paying for the sound and lights and the set-up.

Chairman Garrity asked could you just forward that information to the full Board.

Alderman Duval asked the demographics for those attending the concerts is it across the board. I know my mother, my dear mother who is 82 years old frequents the concert series. She and a whole host of ladies around her age just speak about it with immense pleasure and they are all relatively close to downtown. Is it for the senior citizens in Manchester? Do you find that the age mix is across the board?

Ms. Lewry answered we find that the mix depends on what it is that we are producing. We have some concerts that generate a broad mix of people. One of our most popular ones that we had some time ago, which we found that we couldn't afford now is the NH Philharmonic Orchestra. We have had The Shaw

Brothers. Your mother probably went to those concerts. Your mother may not have gone to Hot Like Fire, which was a reggae band that was very popular. We had a lot of young people there. Last year we had a performer named John Eddy who brought the in from all over. It may not be a name you know but it was a name that the young people knew. So those performances we typically will get up to 1,200 at the concert venue.

Alderman Lopez asked Alderman Duval do you understand that there is an agreement between the City and Intown and the money comes from the Central Business District for their operation.

Alderman Duval answered yes.

Alderman Lopez stated I think that is important because there is a notation here Stephanie that says "future years funding considered for Intown for operating budget through sponsors." I think the point is well taken. She answers to her Board of Directors and the direction they want to go in and I think it is important that everybody know that.

g) Manchester Central Little League

Chairman Garrity stated on this item...do you want to talk briefly on that Sam.

Sam Maranto, CIP, stated it is my understanding that the Parks Department has resolved most of the issues presented in the letter.

Chairman Garrity asked and it is coming out of that CDBG money.

Mr. Maranto answered no it is from the Parks Department budget.

Alderman Osborne has this all been taken care of. What about the rest of this on this memo? There was something about barrels.

Mr. Maranto stated Chuck DePrima has indicated that they have taken care of most of that and they have been in contact with the woman who wrote that letter this week.

Chairman Garrity stated I did get a phone call from Chuck DePrima. I urge you to call him tomorrow morning and he can probably explain it better to you.

- h) mileage report submitted by the Finance Department;
- i) city vehicle claims and expenses report submitted by the Risk Manager.

Chairman Garrity stated I would like to forward items h and i to the Finance Committee.

There being no further business, on motion of Alderman O'Neil, duly seconded by Alderman Duval it was voted to adjourn.

A True Record. Attest.

Clerk of Committee